

ATTACHMENT 3

CONSOLIDATED PLAN FOCUS GROUP FORUM

Atlanta, Georgia

February 15, 2002

DISCUSSION POINTS

CONSOLIDATED PLANNING PROCESS

What are the strengths and weaknesses of the Consolidated Planning Process?

Consultation

- Did this process allow opportunities for collaboration and collective problem solving among public and private agencies within the jurisdiction?
- Did this effort add value to the process?
- Was this effective as a tool to communicate and coordinate inclusive participation?

Notes

Citizen Participation

- Did the Citizen Participation process provide citizens and grantees with effective citizen participation? How?
- There are 6 essential issues which must be addressed under the Citizen Participation Plan requirements:
 - Publication of materials;
 - Public hearings;
 - Citizens' comment procedures;
 - Process for substantial amendments;
 - Technical assistance provisions; and
 - Complaint procedures.

Notes

Are these and the other general information requirements adequate to ensure citizen involvement?

Housing and Homeless Needs Assessments

- Is the required statistical and analytical information sufficient to allow communities to provide an overall assessment of the housing and homeless needs?
- Are data sources adequate to support the statistical and analytical information needs?
- Since the homeless are very difficult to enumerate, does the process provide the necessary flexibility through consultation with other groups to document homeless needs?
- Special needs housing (non-homeless)?

Notes

Housing Market Analysis

- Do communities use the housing market analysis to determine if the housing market is conducive to investment or not?
- To what extent does your community actually use the market analysis to determine where CPD funds should be allocated to have the most impact against a specific housing problem?

Notes

Strategic Plan

- Does the data gathered through the needs assessment and the previous steps of the Consolidated Plan provide a suitable framework to support the development of the Strategic Plan?
- To what extent did the Strategic Plan requirements guide the allocation of funds among various priorities and needs?
- Did the process leading up to the Strategic Plan provide a direct link between goals and objectives and priority needs?
- Does the process yield a results-oriented, time-sensitive work plan with clear, measurable, quantifiable objectives?
- For each specific objective, grantees are required to identify proposed accomplishments that the jurisdiction hopes to achieve in quantitative terms over a specified time period, i.e., one, two, three, or more years, or in other measurable terms as identified and defined by the jurisdiction. Does this provide meaningful information? Is this a useful tool?
- The Consolidated Plan must describe the jurisdiction's priority non-housing community development needs, which are eligible for assistance under HUD's community development programs by CDBG eligibility category, reflecting the needs of families for each type of activity as appropriate, in terms of dollar amounts estimated to meet the priority need for the type of activity, and in accordance with a table prescribed by HUD. Does this provide useful and meaningful information?

Notes

Non-housing Community Development Needs

- To what extent has this component of the Consolidated Plan process influenced planning for economic development activities to complement holistic community development?

Notes

- Should the list of quantified proposed accomplishments and the table on non-housing community development needs be revised to include a column for reporting on actual accomplishments? If a column for actual accomplishments was included in these documents, the grantees could use them to report on actual accomplishments for the CAPER. This would connect the Strategic Plan to the CAPER.

Collaboration with Public Housing Authorities (PHAs)

- How are PHAs included in the consultation process?
- Are market analysis, Strategic Plans, Annual Action Plans, etc., made available to the PHA?
- Are there any collaborative efforts to plan housing, infrastructure and economic development projects (yours and theirs), especially near PHA developments?
- Who attends PHA hearings?

Notes

Action Plan

- Does the structure of the Annual Action Plan allow communities to effectively link the general goals of the Consolidated Plan to the actual activities, which will accomplish the goal?

Example: Does the Plan process facilitate a direct linkage between housing and community development needs and the specific programs that are implemented to meet those needs?

Notes

Other Points of Discussion

- What action would you propose to streamline the process--to make it more useful and results-oriented?
- Does your community engage in other planning requirements, which would be more useful?
- Has the Consolidated Plan process enhanced existing planning processes?
- What has been the impact of the Consolidated Plan process relative to coordinating other plans or reports, Continuum of Care, Public Housing Plan, CHAS, etc.?
- Has the availability of the Community 2020 software been useful as an analytical tool for preparing the Consolidated Plan, particularly the mapping component? Should the mapping feature be updated or improved?
- Has the Community 2020 software (mapping component) been utilized as a tool in the citizens' participation process? If so, did you find it useful? If not, why?
- Overall, has the Consolidated Plan process been effective in providing a unified approach to assist communities in achieving broad objectives and community-driven priorities to address local community development priorities?

Notes

IDIS AND ACCOMPLISHMENT REPORTING & CAPER

CAPER Reporting – Pros & Cons

- What elements of the current reporting process work?
- What elements of the current reporting process do not work?
- Manual reporting vs. automated reporting – which would be more efficient for compliance with reporting?
- Is the 90-day period sufficient for reporting?

Notes

Measurable Numeric Goals and Objectives:

- Have you ever revised numeric goals and objectives in the Plan because they were not realistic, or not achievable?
- What process has the grantee followed to establish its measurable numeric goals and objectives in the Plan?

Notes

Output Measures:

- What are the realistic output measures, other than measurable numeric numbers?
- Does any IDIS report show planned vs. accomplishment information? If not, do you think it is necessary?
- What indicators would best describe the results?

- What IDIS reports are most useful to reflect the grantee's accomplishments?
- Do you think we need to have new types of reports to reflect the grantee's accomplishments? If so, what types?

Notes

Outcome Measures

- Were you able to describe the overall impact on particular neighborhoods or target areas by each year of the Consolidated Plan, 1st year, 2nd year, etc., or the final year of the Plan? If so, how were you able to use the output measures to describe the impact?
- What are the most important factors in self-evaluation or self-assessment in your CAPER?

Notes
